

To: DD Waiver Interested Parties

From: Alison Becker, Director, Fiscal Services
Steve Cook, Director, Developmental Disabilities Services

Date: December 18, 2001

Re: Targeted Case Manager Designee

Several issues have been raised regarding the new qualifications for Targeted Case Managers. It has been our goal to increase the quality of case management services in the State of Indiana. To that end, we decided to institute a policy that Qualified Mental Retardation Professionals (QMRP) be the only people qualified to do Targeted Case Management. However, it has become apparent that with supervision by QMRPs, there are other qualified individuals who can provide Targeted Case Management.

The Interpretive Guidelines for Regulation of Intermediate Care Facilities for Persons with Mental Retardation as used by the Indiana State Department of Health state the following:

The intent for including a "human service professional" category is to expand the number and types of persons who could qualify as QMRPs, while still maintaining acceptable professional standards.

"Human service field" includes all the professional disciplines stipulated in §§483.430(a)(3)(i)(ii) and §§483.430(b)(5)(i)-(ix), as well as any related academic disciplines associated with the study of: human behavior (e.g., psychology, sociology, speech communication, gerontology, etc.), human skill development (e.g., education, counseling, human development), humans and their cultural behavior (e.g., anthropology), or any other study of services related to basic human care needs (e.g. rehabilitation counseling), or the human condition (e.g., literature, the arts)....

Taking into consideration a facility's needs, the types of training and coursework that a person has completed, and the intent of the regulation, the facility and you can exercise a wide latitude of judgment to determine what constitutes an acceptable "human services" professional. Again, the key concern is the demonstrated competency to do the job.

This is the guidance issued to surveyors and might be helpful in your endeavors to employ QMRPs.

In addition to this, we will be allowing Targeted Case Management entities to employ Targeted Case Manager Designees. While these individuals will have to be supervised by a QMRP at a level of no more than 5 Designees for each QMRP, they will be allowed to participate in the day-to-day case management of individuals involved in Targeted Case Management. Supervision includes activities such as making Level of Care determinations and signing off on Plans of Care to be submitted to the State for approval. Furthermore, it is expected that the QMRP will take an active role in monitoring the case.

To be a Targeted Case Manager Designee, an individual needs to meet the following qualifications:

- 1) at least a 4-year college degree with no direct-care experience or
- 2) a high school diploma, or equivalent and at least 5 years experience working with people with mental retardation or other developmental disabilities

Accumulated college experience can count toward required experience in #2. For example, a person with an Associate's degree and 3 years experience could qualify as a Targeted Case Manager Designee. Also, if an individual has the appropriate education, serving as a Designee for a year will provide the appropriate direct-care experience to become a QMRP.

While these individuals are not true "Targeted Case Managers," the rate of reimbursement will remain the same. In addition, Targeted Case Manager Designees will be expected to abide by the Case Management Standards (including training) and entities will be expected to have documentation of the qualifications of Targeted Case Management Designees.

It is our goal to strengthen the provision of case management in the State of Indiana. We believe the addition of a Designee level supervised by a QMRP will allow case management entities to employ additional individuals and allow the State to meet its goal of providing quality services to persons with developmental disabilities.

Please contact Steve at 317/233-3828 or scCook3@fssa.state.in.us or Alison at 317/234-1527 or abecker@fssa.state.in.us if you have questions or if we may be of further assistance.